

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

**WEEKLY
MEETING SCHEDULE
AUGUST 3-7, 2009**

MONDAY, AUGUST 3, 2009
(No Meetings)

TUESDAY, AUGUST 4, 2009
(No Meetings)

WEDNESDAY, AUGUST 5, 2009

- | | | |
|-------------|--|---|
| * 5:00 p.m. | Public Safety Committee | Rm 200---Northern Bldg.
305 E. Walnut Street |
| * 6:30 p.m. | Planning Commission Board of Directors | Metro Trans. Center
Commission Room
901 University Ave. |

THURSDAY, AUGUST 6, 2009

- | | | |
|-------------|----------------------------------|---|
| * 5:30 p.m. | Education & Recreation Committee | Rm 200---Northern Bldg.
305 E. Walnut Street |
|-------------|----------------------------------|---|

FRIDAY, AUGUST 7, 2009
(No Meetings)

***Agendas Enclosed**

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

"PUBLIC NOTICE OF MEETING"

PURSUANT TO SECTION 19.84 WIS. STATS., NOTICE IS HEREBY GIVEN TO THE PUBLIC THAT THE FOLLOWING MEETINGS WILL BE HELD THE WEEK OF AUGUST 3-7, 2009.

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PUBLIC SAFETY COMMITTEE

Andy Nicholson, Chair
Tom De Wane, Vice Chair
Carole Andrews, Bill Clancy, Andy Williams

PUBLIC SAFETY COMMITTEE

Wednesday, August 5, 2009

5:00 p.m.

Rm 200, Northern Building
305 E. Walnut Street

- I. Call meeting to order.
 - II. Approve/modify agenda.
 - III. Approve/modify minutes of July 8, 2009.
1. Review minutes and reports of:
 - a. Criminal Justice Coordinating Board (May 26, 2009).
 2. Appointments by County Executive – Appointments of individuals recommended by the Local Emergency Planning Committee Chairperson, Tom Collins.

Communications

3. Communication from Supervisor Vander Leest re: Request for each Standing Committee to forward a list of priorities to the County Executive for preparation of the 2010 budget.
(*Motion from July meeting: Receive and place on file until Supervisor Vander Leest can be present.*)

Drug Court

4. Update on Drug Court by Judge Zuidmulder.

Public Safety Communications

5. Budget Status Financial Report for May 31, 2009 and June 30, 2009.
6. Update re: Fox Comm.
7. Update from County Executive re: Communication Center employment. (*Referred from July meeting with possibility of a Closed Session.*)
8. Director's report.

Sheriff

9. Budget Status Financial Report for June 30, 2009.
10. Key Factor Report for August and Jail Average Daily Population by Month and Type for the Calendar Year 2009.
11. Request for Budget Transfer (#09-43): Increase in Expenditures with Offsetting Increase in Revenue: To modify the 2009 budget so that the estimated revenue from vehicle trade-ins is posted to a revenue acct, instead of being netted against the expense of new vehicles.
12. Request for Budget Transfer (#09-44): Increase in Expenditures with Offsetting Increase in Revenue: Grant funds to be used in 2009 to purchase equipment and offset training costs.
13. Sheriff's report.

Teen Court

14. June Teen Court Stats.
15. Teen Court 2008/2009 2nd Quarter Comparison.

District Attorney

16. Monthly drug criminal complaint numbers (standing item).
17. Resolution re: Requesting the State to Adequately Fund the Brown County District Attorney's Office.

Circuit Courts

18. Budget Status Financial Report for June 30, 2009.
19. Quarterly Report of Brown Co. Security/Incident Review Committee.
20. **Clerk of Courts** No other agenda items.
21. **Medical Examiner** No other agenda items.
22. **Closed Session:** Pursuant to Sec. 19.85(1)(c), Wisconsin Statutes to consider the potential employment of several individuals at the Communications Center.

Other

23. Audit of bills.
24. Such other matters as authorized by law.

Andy Nicholson, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Word97/agendas/pubsaf/August_2009.doc

AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, August 5, 2009
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Daniel Bertrand	_____	Dotty Juengst	_____
Paul Blindauer	_____	John Klasen	_____
James Botz	_____	Pat Kolarik	_____
Keith Chambers	_____	Andy Lundt	_____
William Clancy	_____	Patrick Moynihan, Jr.	_____
Norbert Dantine, Jr.	_____	Ken Pabich	_____
Ron DeGrand	_____	Mike Soletski	_____
Bernie Erickson	_____	Alan Swatloski	_____
Mike Fleck	_____	Mark Tumpach	_____
Steve Grenier	_____	Jerry Vandersteen	_____
Mark Handeland	_____	Tim VandeWettering	_____
Phil Hilgenberg	_____	Dave Wiese	_____

1. Approval of the minutes of the July 1, 2009, regular meeting of the Brown County Planning Commission Board of Directors.
2. Receive and place on file the minutes from the May 28, 2009, meeting of the Chapter 21 Subdivisions Ordinance Revision Subcommittee.
3. **Public Hearing:** Public hearing on *Amendment #5 to the 2009-2013 Transportation Improvement Program for the Green Bay Urbanized Area*.
4. Endorsement of *Amendment #5 to the 2009-2013 Transportation Improvement Program for the Green Bay Urbanized Area*.
5. **Public Hearing:** Public hearing on the *2010-2014 Transportation Improvement Program for the Green Bay Urbanized Area* and public hearing on the *City of Green Bay Metro 2010 Program of Projects*. These public hearings will be held concurrently.
6. **Public Hearing:** Environmentally sensitive area (ESA) amendment located in the Town of Lawrence proposing the removal of 0.25 acres of waterway setback ESA and the relocation of 0.27 acres of ESA with a storm water management pond. (ESA 2009-05 LAW)
7. Environmentally sensitive area amendment located in the Town of Lawrence proposing the removal of 0.25 acres of waterway setback ESA and the relocation of 0.27 acres of ESA with a storm water management pond. (ESA 2009-05 LAW)

8. **Public Hearing:** Sewer service area amendment for the Village of Hobart to add approximately 81 acres to the Village of Hobart sewer service area.
9. Sewer service area amendment for the Village of Hobart to add approximately 81 acres to the Village of Hobart sewer service area.
10. Variance request to revise an environmentally sensitive area for lot 7 in Jessicabrooke Estates in the Village of Suamico. (VAR 2009-01 SUA)
11. Revision to final plat of Urban Edge Planned Unit Development in the Village of Suamico.
12. Overview of the American Recovery and Reinvestment Act (ARRA) of 2009 (aka Stimulus Funding) and the Brown County Transportation Program.
13. Director's report.
 - a. Introduction of new employee Dan Teaters, Planner I (GIS/Transportation).
 - b. Brown County Planning Commission accomplishments and services.
 - c. Update regarding coordinated planning efforts with the Bay-Lake Regional Planning Commission.
 - d. 2010 budget update.
14. Brown County Planning Commission staff updates on work activities during the month of July 2009.
15. Other matters.
16. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 ON THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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EDUCATION & RECREATION COMMITTEE

John Vander Leest, Chair
Kathy Johnson, Vice Chair
Adam Warpinski, Pat Wetzels, Jesse Brunette

EDUCATION & RECREATION COMMITTEE

Thursday, August 6, 2009

5:30 p.m.

Rm 200, Northern Building
305 E. Walnut Street

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of July 9, 2009.
1. Review minutes of:
 - a) Library Board (6/18/09).

Communications

2. Communication from Supervisor Vander Leest re: Request for each Standing Committee to forward a list of priorities to the County Executive for preparation of the 2010 budget. *(Motion at June meeting: To hold until the August meeting for committee members to develop priorities related to the 2010 budget which can be forwarded to the County Board and County Executive.)*

Parks

3. Request for Budget Transfer (#09-41): Increase in Expenditures with Offsetting Increase in Revenue: To move money from the Reserve Fund Balance of the Trails to Trails Special Revenue Acct to fund design services required to receive a Transportation Enhancement grant from the American Recovery & Reinvestment Act.
4. Request for Budget Transfer (#09-46): Increase in Expenditures with Offsetting Increase in Revenue: to establish increased funding for a project on the Fox River Trail.
5. Ordinance re: Repeal and Re-Creat Sec. 8.08 "Pets" of Chapter 8 of the Brown County Code Entitled "Parks and Recreation Facilities".
6. Budget Status Financial Report for June 30, 2009.
7. Director's Report for June, 2009.

NEW Zoo

8. Resolution re: Change to Table of Organization New Zoo: Delete (1.0) FTE Lead Concessionaire Supervisor and create 1.0 FTE Guest Service Coordinator.
9. Update on Mayan Food Court Project.

10. Zoo Monthly Activity Report for July 2009.
 - a) Visitor Center Operation Reports:
 - i. Admissions Revenue Attendance 2008 Report.
 - ii. Gift Shop, Concessions, Zoo Pass Revenue 2009 Report.
 - b) Curator's Report - Animal Collection Report July, 2009.
11. Budget Status Financial Report for June 30, 2009.

Library

12. Budget Status Report for June 30, 2009.
13. Request for Budget Transfer (#09-45): Increase in Expenditures with Offsetting Increase in Revenue: Equipment for purchase of two replacement self-check machines with an offsetting increase in revenue to NFLS Library Services Grant in the amount of \$35,000.
14. Kress Branch – Rental Space.
15. Director's Report.

Golf Course

16. **Closed Session:** Pursuant to sec. 19.85(1)(e) for the purpose of deliberating contractual changes with the lease of public properties at the golf course where competitive or bargaining reasons require a closed session.
17. Financial Statistics for July 19, 2009.
18. Budget Status Report for June 30, 2009.
19. Superintendent's Report.

Museum

20. Attendance & Admission June, 2009.
21. Budget Status Financial Report for June 30, 2009.
22. Director's report.

Resch Centre/Arena/Shopko Hall

23. June-09 Attendance for the Brown County Veterans Memorial Complex.

Other

24. Audit of bills.
25. Such other matters as authorized by law.

John Vander Leest, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.


Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

AUGUST 2009



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5 Public Safety 5pm	6 Ed & Rec 5:30pm	7	8
9	10 Executive Cmte 6pm	11 Vets' Recognition 5:15pm	12	13	14	15
16	17	18	19 EMS 1:30pm Board of Supervisors 7pm	20 Facility Master Plan SubCmte 5:15pm Ed & Rec 5:30pm	21	22
23	24 Land Con 7pm/ Plan Develop & Trans 7:30pm	25	26 Human Svc Cmte 6pm	27 Administration Cmte 5:30pm	28	29
30	31					

SEPTEMBER 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Public Safety 5pm			
			2	3	4	5
6	7 Executive Cmte 6pm - <i>tentative</i>  Labor Day	8 Vets' Recognition 5:15pm	9	10	11	12
13	14	15 Homeless 3:30pm	16 Board of Supervisors 7pm	17 Facility Master Plan SubCmte 5:15pm	18	19
20	21	22	23 Human Svc Cmte 6pm	24 Administration Cmte 5:30pm	25	26
27	28 Land Con 7pm Plan Develop & Trans 7:30pm	29 Criminal Justice Coord Bd 3:30pm	30			

BROWN COUNTY COMMITTEE MINUTES

- Community Options Program Planning Committee of July 27, 2009
- Housing Authority of July 20, 2009
- Solid Waste Board of June 15, 2009
- Transportation Coordinating Committee of March 9, 2009

To obtain a copy of the above minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE COMMUNITY OPTIONS PROGRAM PLANNING COMMITTEE

A regular meeting of the Brown County Community Options Program Planning Committee took place on Monday, July 27, 2009 at 111 North Jefferson Street, Green Bay, Wisconsin.

Present: Carlene Felmer, Sunny Archambault, Helen Desotell, Patricia Hickey, Shirley Richardson, Kristy Robb, Chua Xiong and Tom Eggebrecht

Absent: None

Excused: Darlene Marcelle

Others Present: Diane Pivonka and Mary Rasmussen of BCHSD

Chairperson Carlene Felmer called the meeting to order at 8:33 a.m. with roll call. A quorum was present. Mr. Eggebrecht formally introduced Diane Pivonka who has replaced Marvin Rucker as the COP/Long Term Support supervisor. Mr. Eggebrecht has resigned as of the end of this week to take a position as director of Sheboygan County.

MODIFICATION/APPROVAL OF AGENDA

MOTION: Ms. Desotell moved to approve the agenda as mailed. Ms. Hickey seconded. Motion carried unanimously.

MODIFICATION/APPROVAL OF MINUTES

MOTION: Ms. Richardson moved to approve the June 22, 2009 minutes as mailed. Ms. Archambault seconded. Motion carried unanimously.

FAMILY CARE UPDATE

Mr. Eggebrecht said Brown County and the group of counties banding with us did receive the \$396,000 grant to hire a Family Care Planning Director, and Shawano County has assumed the role of fiscal agent for the grant. They are doing the recruiting for the position, and the hope is that once the Planning Director is on board, the next step will be to hire a Chief Financial Officer. The earliest implementation date is projected to be July, 2011 (the next biennium) but perhaps as late as January of 2012. The current budget contains no new money for expansion of ADRCs, and since the existence of an ADRC in each county is essential for Family Care, this is a problem. Brown County has an ADRC but most of the other counties in our proposed district do not. There are elected representatives from the various county boards meeting every month or two, and although Rich Langan has resigned from the County Board, Carole Andrews will be taking his place at the Family Care meetings. Mr. Eggebrecht has also asked Jean O'Leary from the BCHSD supervisory staff to be a contact for Family Care.

CBRF PLACEMENTS

Mr. Eggebrecht said that as a result of the Committee's passing of a resolution last month that automatically approves placements in six CBRF facilities of greater than 20 beds, the Committee no longer needs to

PROCEEDINGS OF COMMUNITY OPTIONS PLANNING COMMITTEE – JULY 27, 2009

address these placements individually. These facilities are in good standing with the state, and as long as our relationship with them is sound, the Committee simply needs to be notified when we place anyone in them. The list of six facilities may change with additions or deletions in the future, and the Committee will be notified in that event. Mr. Eggebrecht distributed pamphlets from Julie Button on the state's Ombudsman program. Ms. Button's presentation at last month's meeting confirmed that there are no concerns or problems with any of the facilities at this time. Therefore, it will no longer be necessary for the COP Committee to meet twice a month. There was one placement this month at Harmony of Green Bay.

COP EXCEPTIONAL EXPENSE (HIGH COST) REQUEST

Mr. Eggebrecht said several months ago the Committee had addressed several of these types of requests for items and services above and beyond the consumers' normal ongoing needs. The money comes from unspent COP dollars at the state level, and the state generally allocates various lump sums to counties once a year. Brown County received about \$50,000 this year, and we spent that amount with the exception of one consumer who declined the \$1,148 earmarked for dental work. Since that consumer will not be using the money, the request today is for that \$1,148 to be applied to another consumer's dental expenses. Ms. Hickey asked if there will be COP Exceptional Expense money available during the coming two years. Mr. Eggebrecht said yes because we will continue to administer the program funding the way we have been until Family Care starts.

MOTION: Ms. Archambault moved to approve the request. Ms. Desotell seconded. Motion carried unanimously.

REPORTS

Current Status of COP Funding – Mr. Eggebrecht said the latest printed information from Accounting shows we're projected to be under spent by about \$213,000 in COP funds, which means we can serve some more waiting list individuals. When considering matching funds at state and federal levels, the \$213,000 could translate into close to \$500,000.

Waiting List – Mr. Eggebrecht explained that the waiting list contains both new people who have never been on service and current recipients who have extra needs.

Money Expenditures by Target Group – No discussion.

MOTION: Ms. Desotell moved to receive the reports and place them on file. Ms. Archambault seconded. Motion carried unanimously.

OTHER BUSINESS AUTHORIZED BY LAW

County Budget Update – Mr. Eggebrecht said the Human Services Board approved the proposed BCHSD budget request at last week's meeting. The budget then goes on to the County Executive who may make changes before approving it and submitting it to the County Board for final approval. Because of the state's dire financial position, budget cuts have been passed down to counties, but in the wake of the Joint

PROCEEDINGS OF COMMUNITY OPTIONS PLANNING COMMITTEE – JULY 27, 2009

Finance Committee's decisions we are in better shape than previously projected. The original projected amount of state reduction was about \$1.3 million, but that will be adjusted to around \$800,000. We are also facing levy reductions of about 1.7 percent for Community Programs and about 14 percent for the MHC in the new year. Therefore we need to either reduce spending, increase revenue or both.

The county continues to offer about a dozen discretionary programs that are valuable in the community but not mandated. Examples are our financial contributions to Golden House and NEW Community Shelter as well as the Teen Parenting program and Drug Court. The Human Services Board voted to retain those programs, feeling that the benefit to the community outweighs the cost. Therefore we need to apply prior year savings from our fund balance to make up for the shortfall. There will be no cost-of-living increases for our providers, and as a result we could lose some. We reduced a number of currently vacant positions and took away the funding for others. The recruitment is ongoing for a new BCHSD director, and this person will need to decide how the department's future table of organization will look.

Mr. Eggebrecht's opinion is that we need to do a better job of integrating clinical and long term care between inpatient and community services rather than having them function as separate programs. All staff members need to work on both sides of the line to follow consumers in all areas of their lives. We have some challenging consumers who need a high level of service, and this generally means more one-on-one staff time which is expensive and drains on the levy. The bottom line is that for the next year's budget there will not be any increases in funding, but there also will not be any reductions in existing consumer services. Ms Archambault asked how long we could continue relying upon fund balance to meet expenses. Mr. Eggebrecht reported that under Family Care there will be a state five-year buy-down plan of levy overmatch for state long term care programs which should result in future savings or expense reduction with regard to the levy.

Ms. Felmer said she appreciates the budget update from the front end, before it goes to the County Board level. Ms. Richardson asked why some foster children are placed outside of the county. Mr. Eggebrecht said that most children placed through child welfare efforts do not have special needs so limited resource development has been dedicated to specialized local programs. Many counties make referrals to state-wide treatment foster care providers when children with special needs require placement. It is the department's intent to work with local providers to arrange additional training and support for them in hopes of reducing the number of children placed elsewhere. Doing that would reapply the money that is currently going out of county to local providers, producing a benefit, even if it doesn't result in a net cost savings.

Mr. Eggebrecht thanked the Committee for the good experience he's had in working with them during the past few months since Marvin Rucker's position has been vacant. The Committee also thanked Mr. Eggebrecht for his dedication and generation of good ideas for the future of the department.

MOTION: Ms. Hickey moved to adjourn. Ms. Robb seconded. Motion carried unanimously. The meeting adjourned at 9:25 a.m.

Respectfully submitted,
Mary Rasmussen

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, July 20, 2009
City Hall
100 N. Jefferson Street, Room 608
Green Bay, WI 54301
3:00 p.m.

MEMBERS PRESENT: Darlene Hallet- Chair, Rich Aicher, Tom Diedrick.

MEMBERS EXCUSED: Paul Kendle, Michael Welch-Vice Chair.

OTHERS PRESENT: Nikki Aderholdt, Anne May Steffel, Rob Strong, Greg Geiser, Chip Law, Matt Roberts.

APPROVAL OF MINUTES:

1. Approval of the minutes from the June 15, 2009, meeting of the Brown County Housing Authority.

A motion was made by T. Diedrick, seconded by R. Aicher, to approve the minutes as presented. Motion carried.

COMMUNICATIONS:

None.

REPORTS:

2. Report on the Housing Choice Voucher Rental Assistance Program.

A. Preliminary Applications

G. Geiser stated that since the BCHA made the change in not allowing incomplete applications, preliminary applications have remained consistent around 130. For the month of June, ICS received 136 applications. ICS is still returning a lot of incomplete applications, as the necessary paperwork is not always attached.

B. Housing Assistance Payments

G. Geiser stated that the HAP dollars are slightly lower, but that is due to backfilling from previous months. The HAP payments are also slightly lower because ICS is currently in the middle of what is considered "move season."

C. Housing Assistance Unit Count

G. Geiser stated that the unit count is at 2,787, which is slightly lower but relatively steady compared to previous months.

D. Housing Quality Standard Inspection Compliance

M. Roberts stated that the figures are beginning to come back into the realm of where they should be. The overall pass percentages and re-evaluation percentages total 66.59 percent.

E. Housing Choice Voucher Administrative Costs and HUD 52681B

C. Law stated that he had highlighted the numbers being reported so that it is visually easier to follow. For the month of June, the BCHA was \$6,806.00 under-budget and a little over \$30,000.00 under-budget for the year.

F. SEMAP Monitoring Report

G. Geiser stated that if the BCHA were scored at this point, all points possible would be received.

G. Report of the Housing Choice Voucher Family Self-Sufficiency Program

G. Geiser stated that client count went from 103 to 104 for the month of June, of which, 38 have escrow accounts, two graduated, and two new contracts.

H. Report on the Housing Choice Voucher Home Ownership Option

G. Geiser stated that client count for June is at 94, which is down from 95 in May.

3. Report on Langan Investigations Criminal Background and Screening and Fraud Investigations.

G. Geiser stated that for June, eight investigations were opened, of which, one was closed as substantiated and seven remain open.

G. Geiser stated that 99 new applications were processed in June. 75 were approved, 6 were denied, and 18 were approved pending out of state records checks. G. Geiser stated that as requested in June's meeting, he followed up with the status of the applications that were approved pending out of state checks. G. Geiser indicated that none of last month's pending applications were denied. G. Geiser stated that he will be providing the status of these pending applications every month.

OLD BUSINESS:

None.

NEW BUSINESS:

4. Discussion and action on a recommendation from the Brown County Administration Committee "to direct the Housing Authority to set a goal of setting an average dollar amount to employ all 3,234 housing vouchers, and investigate a standard dual support payment system."

R. Strong stated that the Committee, instead of recommending that the BCHA return unused vouchers, recommended that the BCHA come up with a policy requiring the utilization of all vouchers. One of the committee members did the

math during the meeting and stated that if the BCHA were to decrease the average payment by \$50.00, the BCHA would maintain enough money to fill all of the 3,234 vouchers.

R. Strong stated that after discussing this recommendation with ICS, it has been determined that there are some things the BCHA can do and some things they cannot do. Every year the payment standard is addressed, focusing primarily on de-concentration. The progress of de-concentration is significant; however, the Committee is concerned that the individuals that need help within Brown County are not being served. By lowering the payment standard, the Committee is hoping that these individuals will be helped. G. Geiser stated that the Committee's concern is that the BCHA is paying full rent for most participants. The average HAP, however, is around \$500.00.

R. Strong stated that he appreciated what the Committee was trying to accomplish; however, it does seem to be a short-term solution. As far as the recommendation, R. Strong stated that the BCHA should look at stabilizing the payment standard over time.

The Commissioners agreed that the BCHA should continue to move in the direction it's going to seek HUD approval of utilizing dual payment standards. The Commissioners also agreed on the recommendation made by R. Strong.

5. Discussion and action on a recommendation from the Brown County Administration Committee "to require that people on the waiting list contact the Housing Authority office each month in order to keep their application active."

R. Strong stated that this came about in a discussion on how to make sure the BCHA is serving the people of Brown County. One of the issues that has come up is the long waiting list for the Section 8 program. This recommendation would be a means to ensure that those on the waiting list are still active. R. Strong stated that the BCHA staff, along with the ICS staff, have been discussing several options, but at this point are still shuffling some ideas around.

R. Aicher questioned whether the BCHA could require that non-Brown County residents check in monthly after submitting an application and being put on the waiting list. R. Strong stated that many applicants are moving to the Brown County area, establishing their residency, and then upon finding out they're put on a waiting list, move back to wherever they came from.

R. Strong stated that no action is required to be taken today by the Authority. The BCHA and ICS will continue to sort through options that will best accommodate a solution, including requiring an applicant to stop in at the ICS office on a monthly basis, and bring those ideas back to the table for next month's meeting.

6. Discussion and action on a proposal to amend Chapter 8 of the Administrative Plan.

G. Geiser stated that the BCHA is actually not amending Chapter 8, but rather Chapter 9. M. Roberts is currently working on Chapter 8's amendments. R. Strong stated that because it's not on the agenda, the Commissioners will not be able to take action on Chapter 9's amendment.

G. Geiser stated that the amendment basically states that if the unit passes inspection on the first of the month, the effective date of the assistance wouldn't be until the following month due to subsequent paperwork. This item will be placed on the next BCHA meeting agenda.

7. Authorization for staff and Commissioners to attend the NAHRO 2009 National Conference entitled "Sustainable Solutions for Today and Tomorrow for Affordable Housing Communities" to be held October 4-6 in Washington D.C.

R. Strong stated that every year the BCHA budgets for two Commissioners to attend these NAHRO conferences along with two BCHA employees. R. Strong stated that he would like to attend the conference this year and would also recommend that the new Housing Director, Robyn Hallet, attend this conference as well.

A motion was made by T. Diedrick, seconded by R. Aicher, to authorize two Commissioners and two staff individuals to attend the NAHRO 2009 National Conference to be held October 4-6 in Washington D.C. Motion carried.

BILLS:

A motion was made by R. Aicher, seconded by T. Diedrick, to approve the bills, including the addendums, with the understanding that the \$196.00 T-Mobile charge will be held pending the status outcome. Motion carried.

FINANCIAL REPORT:

The financial report was received and placed on file.

STAFF REPORT:

R. Strong stated that Robyn Hallet will be beginning her position as Housing Authority Administrator on August 17, 2009. N. Aderholdt announced that this will be her final BCHA meeting. R. Strong stated that R. Hallet and N. Aderholdt met to discuss the responsibilities of the intern position. R. Hallet had an opportunity to interview a possible new intern.

C. Law stated that with R. Hallet's departure from ICS, her FSS position became available and has been applied for by G. Geiser. G. Geiser will still be a resource to turn to; however, the BCHA will be seeing less of him. D. Payne will be taking over the HCV

program and will continue to maintain the FSS program as well. C. Law stated that ICS is going to try and shift individuals around to cover the vacant position rather than reaching out and hiring someone new.

R. Strong stated that the City of Green Bay will be meeting with its sister city, located in Central Mexico, Thursday morning.

R. Aicher, on behalf of the Commissioners, thanked N. Aderholdt for her commitment to the BCHIA for the last two and a half years, and wished her good luck in the future.

A motion was made by R. Aicher, seconded by T. Diedrick, to adjourn the meeting. Motion carried. The meeting was adjourned at 4:15 p.m.

:naa

PORT AND SOLID WASTE DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

APPROVED

7/20/09

CHARLES J. LARSCHEID

PORT AND SOLID WASTE DIRECTOR

PROCEEDINGS OF BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **June 15, 2009**, 1:30 p.m., at the Brown County Materials Recycling Facility, 2561 S. Broadway, Green Bay, WI.

1. Call to Order – meeting was called to order by Vice-Chair Strenski at 1:30 p.m.

2. Roll Call

Present: Mike Strenski, Vice-Chair
Chuck Rhyner
Norb Dantinne
Mike Fleck
Dawn Goodman (arrived at 1:40pm)
Bud Harris (arrived at 1:35pm)
Allison Swanson
John Katers

Excused: Jim Rasmussen, Chair

Also Present: Charles Larscheid, Brown County Port & Solid Waste Dept.
Wess Damro, Brown County Port & Solid Waste Dept.
Tony Walter, Green Bay Press Gazette
Jacob Klaus, Green Bay Law Department
Dale DeNamur, Brown County Purchasing Dept.
Mike Michels, Cornerstone
Pam Pirman, Foth Infrastructure & Env.

3. Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Mike Fleck and seconded by John Katers. Unanimously approved.

4. Approval/Modification – Meeting Minutes April 27, 2009

A motion to approve the April 27, 2009 minutes was made by Allison Swanson and seconded by Mike Fleck. Unanimously approved.

5. Single Stream Recycling

a) Direct Haul to BOW Single Stream MRF Change – Request for Approval

Wess Damro, Recycling Manager, provided a PowerPoint presentation on the formula developed for paying Brown County customers, such as the City of Green Bay for single stream recycling processing. The information at this point is an estimate only. Based on May revenues, \$2.1M has been received for materials sorted and sold. Operating costs were \$1.9M and hauling costs & depreciation at \$3.2M. Annually, this would be a net loss for the single stream operation of approximately \$1M. Brown County's share will be 39.44% which

would give Brown County a loss for the year of \$431,000. Damro reiterated that these are only estimates at this time and the value of the materials will change as the markets improve

Damro also noted that since Brown County has prepaid a significant portion of their debt, Outagamie County has calculated the costs to account for that accordingly. With this being taken into account, Brown County's total would be \$154,000 or \$8.27 per ton.

Director Larscheid stated the Appleton Post Crescent has published articles questioning the cost passed onto Outagamie County communities. Outagamie County, however, collects the material from all the communities and there have been issues throughout the years regarding that cost.

Financially Brown County is no worse off than operating the dual stream recycling and believes it was important to offer single stream to the communities in order to them to be more efficient and more economical in their collection operations. Larscheid indicated that he felt Brown County had accomplished what they originally set out to do.

Damro explained that the difference between Brown County and Outagamie County, is that Brown County is not dealing with transfer station costs. If 18,700 tons of material goes through Brown County's facility, it will cost \$9.65 per ton to operate the facility. Adding the \$8.27 fee for Outagamie County brings the total cost per ton to \$17 to \$18 for Brown County to provide single stream recycling. Damro noted these numbers are based on the value of material in May 2009.

Recycling Responsible Unit communities who signed an agreement to partner with Brown County will receive the base charge of \$18.00 per ton. Contracted customers, such as Oconto County, will be charged an additional \$5.00 (\$23.00 per ton). All other customers, public or private, will be charged an additional \$10.00 (\$28.00 per ton). The base fee is dependant on current market conditions and the value of material. The current fee will cover Brown County's operating costs for the transfer station along with single stream education, Outagamie County's estimated costs, as well as the cost of the value of the materials.

Staff is requesting approval for a customer who wants to direct haul only to the Outagamie Single Stream facility. All costs except the transfer cost of \$3.00 per ton will still be charged. Damro noted since Brown County is not incurring the cost to transfer material, customers who haul directly to Outagamie County could save \$3.00 per ton.

Damro explained that the 39% for single stream expenses is paid by Brown County is a shared cost to transfer materials. The current contract is for two years. Since the increase year to year is minimal compared to all other factors which go into the hauling fee, increase or decreases in gas prices will not be a factor. An audit on the recycling operation of the three counties is done annually; however, there has been discussion as to whether this should be performed on a semi-annual or quarterly basis for setting prices to our customers.

Should fuel costs change dramatically, Damro felt the \$3.00 per ton direct haul fee could be adjusted, although he noted the market price of finished goods would also have to be considered.

Motion to approve the tipping fee structure as proposed, with monthly adjustments to the hauling charge based upon actual costs of hauling on a monthly basis, was made by Allison Swanson and seconded by Chuck Rhyner. Unanimously approved.

b) BOW Single Stream MRF Grand Opening & Open House

Director Larscheid informed the Board of the upcoming Grand Opening & Open House for the new Single Stream Facility. The Grand Opening is scheduled for Monday July 13 at the facility in Outagamie County. Invitations will be sent to the Solid Waste Board, Brown County Board, elected representatives including towns, villages and cities in Brown County. Short speeches from each county executive will be given and Governor Doyle (or a representative of his office) will speak. Facility tours will be available from 10:00am until noon. Exhibits will be open for viewing until 2:00pm. The Grand Opening is by invite only, however, on Wednesday, July 15th, there will be an Open House which will allow anyone access to view the facility. A commemorative plaque with the names of the County Board, Solid Waste Board, Executive, Director, and recycling staff representing each County will be displayed at the Outagamie Single Stream Facility. A smaller version of the plaque will be displayed at the Brown and Winnebago facilities. Larscheid noted that the names will be printed as they appear in the Brown County Directory.

c) BOW Single Stream MRF Staffing

Director Larscheid indicated the Single Stream Facility has been operating since the third week of May. Except for some problems with the baler everything has been running smoothly. Sloan, a recycling expert out of California, was hired to assist with the project and has been instrumental in the startup of the facility. Valley Packaging has been contracted to do the processing of materials at the new facility. A verbal agreement has been reached with Outagamie County to retain Wess Damro, Recycling Manager, for the marketing the material at the single stream facility. Damro currently markets all material at the Brown County facility. A Memorandum of Understanding is being written which would charge Outagamie 10% of the Recycling Manager's annual time & benefits as well as 5% of the account clerk's annual time and benefits. Larscheid requested comments supporting the single stream program which could be used in the upcoming press release.

6. 2010 Port & Solid Waste Budget Preview

a) State of WI Solid Waste Fee Increases

b) Brown County Waste Disposal Tipping Fees

A summary of Governor Doyle's budget recommendations was distributed to the Board. The Governor has proposed a \$4.40 increase and the Joint Finance Committee added an additional \$2.70. Director Larscheid discussed the proposed tipping fee increases as shown on the second page of the handout. The State Assembly passed the current version with relatively little change. It will now go to the State Senate. Brown County is working on a resolution to pass along the proposed increase to our customers. The Resolution will be brought before the

Board at the July Meeting. The current tipping fee at the Transfer Station is \$30.00 per ton. In the past the Department was able to subsidize the tipping fee by using excess money in some of the solid waste funds, however, these funds are now depleted. The actual cost of the Transfer Station is \$34.00 per ton. The tip fee in 2008 was \$24.00 per ton. Larscheid noted that fortunately, due to lower gas prices this year, along with the new contract, the current estimated actual cost is \$31.00 per ton. Brown County had hoped to hold the tip fee at \$30.00 for 2010. If the proposed State tip fee increase of an additional \$7.10 per ton passes, Brown County will need to pass this increase onto the communities (30% increase). Larscheid noted that most communities are on levy limits and will have a hard time paying these fees. This is the first time Brown County has had to raise tip fees mid-year. Larscheid gave kudos to Tony Walter, Green Bay Press-Gazette, for the great article he wrote getting the word out that the Brown County Board passed a Resolution opposing the state fees.

c) **Brown County Budget**

The P&SW Department budget needs to be to the County Executive by July 24, 2009. The next Solid Waste Board Meeting will be July 20th at which time Director Larscheid will present the proposed budget for the Board's review. One major expense will be for a new department vehicle since one of the current vehicles has a bad transmission and it would not be cost-effective to repair. Selling the VandeHei Farm to generate revenue was also discussed. Director Larscheid will bring more information to the next meeting.

7. **Gas-to-Energy Facility**

Mike Michels, Cornerstone, provided a progress report on the Gas-to-Energy facility. Miron Construction is the general contractor and has completed everything on site but still has some documentation reports and drawings to turn in. The power plant was started in two phases: The first week of March the power plant started. It took the first two months to get everything running properly. To date, the power plant has had one solid month of operation. There are still times when only one engine is running instead of two engines however, and troubleshooting continues on this issue. The power plant is rated at 1.85 megawatts but is only running at 1.4 megawatts primarily because of insignificant gas. There have been challenges with the old well field and some of the gas wells are clogged and need to be replaced in order to get the gas out and to the power plant. Chad Doverspike, Facility Manager, felt the gas skid system may have drawn too hard on the landfill. Due to a breakdown in communication, the power plant went down without the flare on which built pressure in the landfill and blew some of the well heads off. Currently 8 to 15 wells are considered to be redrilled. A software upgrade and new programming is also being looked into so the engines can maintain a vacuum on the well field without overpulling. Surface emission monitoring was performed as well as camera work down the wells to see where the gas is and which wells are clogged. Approximately \$4M was budgeted to build the power plant and to date that is relatively close to what has been spent. It was budgeted that the plant would generate 1.2M kilowatt hours per month but in the last 30 days only 750,000 kilowatt hours were generated. Since June 5, 2009 both engines have been running which should bring the numbers up for next month. Payment from Wisconsin Public Service for the electricity was budgeted at \$89,000 per month; however, the payment for the last 30 days was in the amount of \$56,000. Michels is confident the problems will be resolved and the numbers will be closer to the budgeted amounts. Michels stated it is typical to encounter problems whenever starting a Gas-to-Energy Power

Plant. Foth Infrastructure & Environmental has been hired by Brown County as an independent consultant for the well field and is performing a limited evaluation of the compressor and the blower. Expenses for drilling new wells and putting new well heads on will be brought to the Board for approval.

Fabco Equipment has done a good job operating the power plant. Fabco is paid 1.4¢ per kilowatt hour. If the kilowatts do not go on the grid, Fabco does not get paid. Fabco has asked for a modification to their contract regarding payment so they are able to cover their costs because of the less than anticipated revenues. Nothing has been decided on this to date but Brown County is looking into a "gap" payment. Michels feels the issues at the power plant are a shared responsibility and talks are continuing with Fabco on these issues.

8. Waste Transfer Station Operation & Hauling Contract

In April the SWB awarded the Waste Transfer Station Operation Hauler contract to Tritt Hauling. However, due to financial irregularities, the Executive Committee rejected Tritt's proposal. The Brown County Board then awarded the contract to Badgerland Hauling, who is the current hauler at the Transfer Station. Chad Doverspike, Project Manager, met with the owner of Badgerland and discussed 1) closeout the existing contract 2) startup date for new contract and 3) new issues on the new contract. Doverspike noted that for the last four months Brown County has had no issues or complaints with Badgerland. Doverspike is optimistic this will continue. Termination as well as penalty clauses are included in the new contract. Under the current contract Brown County is paying approximately \$11.93 per ton. The new 5-year contract begins August 1, 2009 and is at \$11.05 per ton based on a \$2.05 fuel price.

Prior August 1st, Brown County will ensure that everything at the Transfer Station is in working order. Badgerland will be responsible for maintenance at the facility once the new contract begins. A binder containing the weekly, monthly, semi-annual and annual maintenance items is on site and Badgerland will complete said tasks and return the checklist to Brown County staff. A checklist was not used during the current contract period.

9. Director's Report

- *Single Stream*

Larscheid has been talking with other counties on possibly bringing material to our facility. This new single stream facility was designed to handle material from Brown, Winnebago, Outagamie and Oconto Counties. At this time there is one shift, however, another shift could be added if additional materials are brought in. At least three other counties have expressed interest. Larscheid noted this would allow some expenses to be passed on which in turn would lower our costs.

- *Waste Transfer Station Contract*

As discussed at previous meetings, there have been problems with the older trucks leaking oil onto the parking area in the lower part of the Transfer Station. This oil then ran into the storm sewer and the collection pond on site. Brown County has pumped the pond twice at a cost of \$20,000 each time. Last fall a drain system was installed to catch this runoff. The older trucks have been replaced, the drains are handling the runoff and a larger aerator was installed in the pond. The pond has since remained clean. Oil dry will be kept on site should a hydraulic hose blow off and leak oil.

- *Kewaunee County*

Brown County was contacted by Kewaunee County a year ago about installing gas wells at their landfill and starting a flare. At that time Larscheid had offered to help if some type of arrangement could be agreed upon. Larscheid received a call last week regarding setting up an agreement to have some of Brown County personnel monitor their landfill. Chad Doverspike, Landfill Manager, and Craig Wirtz, Solid Waste Technician, are both familiar with gas collection systems, blowers, etc., having worked on hundreds of wells at Brown County's landfills. The Kewaunee County landfill has four wells. Larscheid requested a scope of services from Kewaunee County. Larscheid stated this would be an excellent opportunity for the department to bring in additional revenue.

- *MRF Closure*

June 29, 2009 will be the last day for dual stream collection at this facility. Money in the depreciation fund was used for the single stream facility with \$100,000 kept aside to be used for modifications to the tip floor. Staff will monitor how the facility is operating before any decision on modifications is considered. Enviro Tire was awarded the contract to remove all the recycling equipment and fill in the pits on the tip floor. Some members of the Board were concerned that Bruce Phillips, who Wess Damro has been dealing with at Enviro Tire, has had previous bankruptcies and lawsuits against him.

Damro indicated that Brown County lawyers had done a thorough background search and although they found the same information noted by the Board, Bruce Phillips was not shown as the owner. Brown County is paying Enviro Tire \$14,400 to remove the equipment and fill the pits. No long-term commitment is involved and the concrete work has been subcontracted.

- *HHW Aide Job Description Modification*

Human Resources reviewed the job description for Household Hazardous Waste Aide. This is a union position and currently the department has three aides at Hazardous Waste. Since part of the job description allows operating machinery, operation of a front end loader was added. This will allow the aides to manage the tip floor as well as perform their other duties at HHW. Wess Damro, Recycling Manager, and Chris Blan, Solid Waste Technician, met with the aides to review their new job responsibilities and create a rotating schedule.

- *Regional Household Hazardous Waste Program*

A regional household hazardous waste program with Outagamie and Winnebago Counties is being discussed. Currently Brown County holds five Clean Sweeps annually in Outagamie County. Material collected in Outagamie and/or Winnebago would be brought to our facility. Department staff would go to Outagamie two days per week and every Saturday, alternating between Outagamie and Winnebago. Brown County would bill out our cost plus a 40% surcharge. If details can be worked out and agreed upon, this program would begin in 2010.

- *Emerald Ash Bore*

Director Larscheid is a member of a group dealing with the emerald ash bore issue which has devastated parts of Michigan and Illinois. Although it has not reached this part of the State of Wisconsin yet, it is only a matter of time. To prevent further spread of the disease, infected wood must be kept for 10 years before anything further can be done with it. Director Larscheid mentioned to the group that Brown County may have property which could be used as a holding area for the infected wood, such as the East Landfill, BayPort, West Landfill or South Landfill. Ash comprises 23% of all the trees in Brown County.

- *Pyrolysis*

Oneida Tribe, NWTC and Brown County met with project developers who are interested in pyrolysis (converting specific waste into energy). The developers are associated with the Oneida Tribe. Talks are still in the preliminary stages. John Katers mentioned that in a recent article, a case study showed good results for converting waste to energy as well as using the resulting ash to increase soil fertility.

- *Delinquent Accounts*

The department's current policy for delinquent accounts is to charge interest after 30 days; prohibit customers from using the Transfer Station after 60 days; and permanently revoke privileges at the Transfer Station after 90 days and refer to Brown County Corporation Counsel for legal action. Last October, Larry's Hauling was placed on the delinquent list, interest was being charged, and information was sent to Corporation Counsel. However, as of today's date, Larry's Hauling is in arrears \$210,000. Also delinquent are Peters Concrete \$6,000 and U.S. Energy Biogas \$40,000. The Board questioned why Larry's Hauling was allowed to reach such a large amount. Larscheid indicated that due to personnel changes in P&SW as well as Corporation Counsel, this account fell through the cracks. The Board suggested the current policy be reviewed.

10. Such Other Matters as are Authorized by Law

No other matters to discuss.

11. Adjourn

Motion to adjourn was made by Norb Dantine and seconded by Mike Fleck.
Unanimously approved.

James Rasmussen, Chair
Solid Waste Board

Charles Larscheid, Director
Port & Solid Waste Department

MINUTES
BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE
Monday, March 9, 2009
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
9:45 a.m.

ROLL CALL

Sunny Archambault	<u>x</u>	Nick Mahlik	<u>x</u>
Betty Bennett	<u></u>	Byia Martin	<u></u>
Linda Blohowiak	<u>x</u>	Barbara Natelle	<u></u>
Diana Brown	<u></u>	Jennifer Nelson	<u>x</u>
Brandon Cooper	<u></u>	Sandy Popp	<u>x</u>
Chris Culotta	<u>Exc.</u>	Cole Runge	<u>x</u>
Pat Finder-Stone	<u>x</u>	Jayne Sellen	<u>Exc.</u>
Chris Hasselbacher	<u>x</u>	Julie Tetzlaff	<u>x</u>
Kathy Hillary	<u></u>	Mary Van Acker	<u></u>
Kathy Johnson	<u>x</u>	Vacant – BC Board	<u></u>

OTHERS PRESENT: Lisa J. Conard, Tim Hennig, Steve Rosenbaum for (Nick Mahlik), and Rhonda Schmitt.

ORDER OF BUSINESS

C. Runge called the meeting to order at 9:45 a.m.

1. Approval of the December 8, 2008, TCC meeting minutes.

S. Rosenbaum stated that Medicaid should replace the word Medicare on the last page of the minutes.

A motion was made by K. Johnson, seconded by S. Archambault, to approve the December 8, 2008, TCC meeting minutes as amended. Motion carried.

Introduction of Ms. Rhonda Schmitt.

C. Runge introduced Ms. Rhonda Schmitt. R. Schmitt is the first Mobility Manager for Brown County. The Mobility Manager position is being funded through a WETAP grant with a local match provided by the Forward Service Foundation. R. Schmitt will be located in the Wisconsin Job Center building.

L. Conard noted that creating a Mobility Manager for Brown County was one of the *Action Plan* items identified in the *2006 and 2008 Coordinated Public Transit-Human Service Transportation Plan for Brown County* and in the *2007 Specialized Transportation Study for Brown County*.

R. Schmitt's contact information is as follows:

Rhonda Schmitt
Mobility Manager
Forward Service Foundation
Green Bay Job Center
701 Cherry Street
Green Bay, WI 54301-4932
rschmitt@fsc-corp.org
Phone (920) 448-6741

R. Schmitt stated that she will become the point of contact for unmet transportation needs in Brown County. She stated she is looking forward to working with area agencies.

S. Archambault asked if she can help coordinate trips outside of Brown County.

R. Schmitt stated that this is possible.

L. Conard stated that Door County and Manitowoc County have mobility managers.

J. Nelson stated that Ms. Pam Bush is the Mobility Manager for Door County and would be an excellent resource.

R. Schmitt stated she will be taking a course on Mobility Management in the near future.

R. Schmitt will be invited to future TCC meetings but will not be an official voting member.

2. Discussion of the possibility of hospitals providing post-appointment rides for disabled patients.

C. Runge stated that P. Finder-Stone has discussed the issue with Mr. Jim Collar and Mr. Larry Connor. C. Runge and P. Finder-Stone will be meeting with Mr. Connor on March 25, 2009, and will report back at the next meeting.

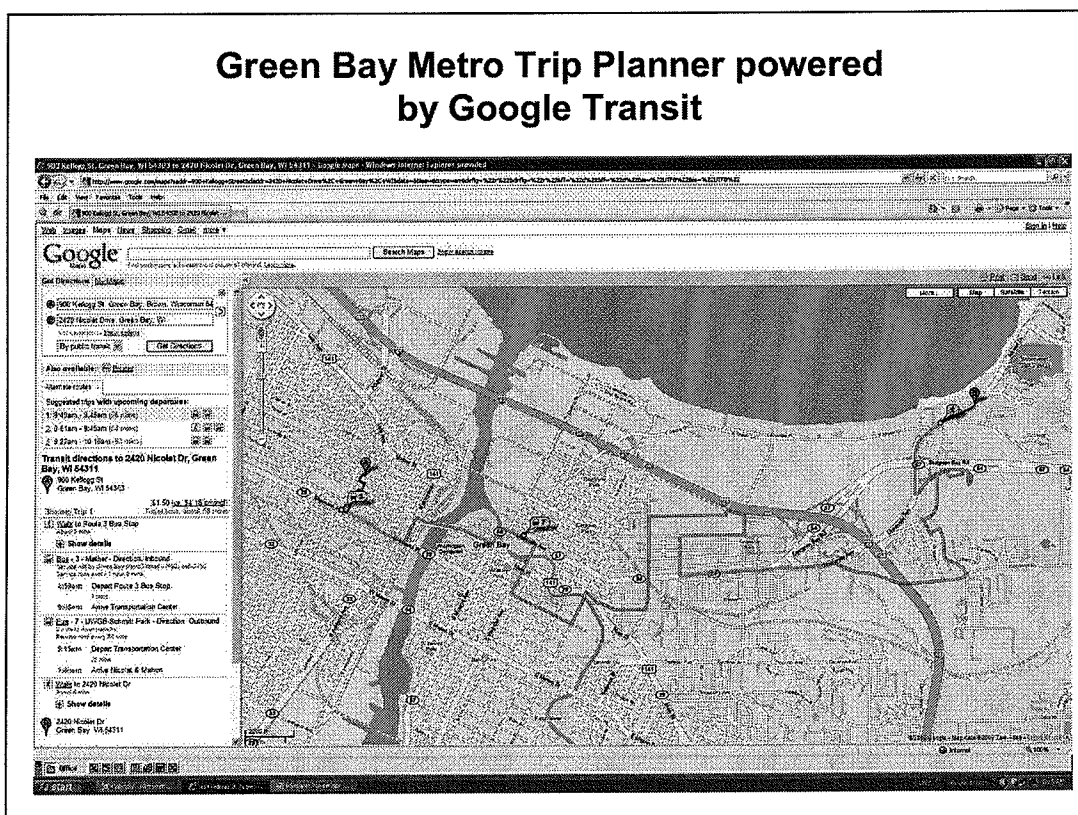
C. Runge thanked P. Finder-Stone for making the initial contacts with Mr. Collar and Mr. Connor.

3. Demonstration of the Google Transit trip planning system.

T. Hennig of the Brown County Planning Commission provided the committee with a demonstration of the *Green Bay Metro Trip Planner* powered by Google Transit.

K. Johnson stated that she recently attended a conference in San Francisco. Many in attendance were surprised to hear that a small system such as Green Bay Metro had

T. Hennig demonstrated a trip scenario by entering a trip origin, trip destination, departure time, and date. Typically, Google will provide three different options. Each option should be reviewed to determine the best fit for the individual. Some scenarios may have more walking but less overall travel time and vice versa.



T. Hennig also showed the bus stop feature. T. Hennig stated that an unpaid intern took a GPS reading and a photo of each of Metro's 1,700 bus stops and documented the following attributes into a database: shelters, benches, sidewalks, pay phones, mail boxes, ashtrays, street lights, and shade.

Green Bay Metro Bus Stop



S. Popp asked if the route changes by Badger Street had been made in Google Transit.

T. Hennig stated yes. T. Hennig stated Google Transit can be accessed through the city of Green Bay's website, Green Bay Metro's website at www.GreenBayMetro.org, or directly through Google Transit. It can even be accessed by a cellular phone.

C. Runge stated that the Brown County Planning Commission staff is available to provide Google Transit Trip Planner demonstrations to area agencies upon request. C. Runge stated that staff has made several already, including one to the Job Center staff and clients.

Brown County Planning Commission staff developed a Google Transit Trip Planner information card (business card sized). The card was made available to committee members.

T. Hennig stated that the next step would be for Green Bay Metro to purchase a network server so Metro could host its own trip planning tool. This would eliminate the dependence on Google Transit. This should be tied to the Automatic Vehicle Location (AVL) technology Metro hopes to receive funding for in the future. This would allow the user to view, in real time, where the bus is relative to their stop.

C. Runge stated that if the Green Bay Metro-Valley Transit Commuter Service is implemented, the two systems could be tied together through the trip planning software as well.

4. Other matters.

K. Johnson asked C. Runge for an update of the status of the Regional Transportation Authority (RTA) effort.

C. Runge stated that he was recently told that the State of Wisconsin Legislative Council on Regional Transportation Authorities met on Wednesday, March 4, 2009. The committee, with bipartisan support, recommended RTA enabling legislation for the state by a vote of 18 to 2. A draft bill will need to be written and C. Runge is hopeful that this will pass through the state assembly and senate in the near future.

S. Popp stated that she has lived near the intersection of Military Avenue and Western Avenue for approximately 20 years. She has seen many legally blind (with cane) individuals cross Military Avenue.

S. Popp stated she was aware that the city of Green Bay recently approved installing six roundabouts along Military Avenue, but later opted not to.

S. Popp asked C. Runge if roundabouts are safe for pedestrians.

C. Runge stated that roundabouts have proven to be safer for pedestrians than traffic signals. There are more than 20 roundabouts in Brown County.

S. Popp stated that all traffic must stop for someone with a cane (an individual with vision impairment) whether they are at a signalized intersection or at a roundabout.

L. Blohowiak indicated that if a roundabout is built near ASPIRO, she would appreciate roundabout training for her clients.

C. Runge stated that this should be discussed.

Discussion occurred regarding the 24 proposed roundabouts along US 41 in Brown County and the three roundabouts planned for Velp Avenue in Green Bay and Howard. The projects are under the jurisdiction of WisDOT.

R. Schmitt stated that Forward Service Foundation will be hosting a transportation network meeting intended to allow agencies to meet R. Schmitt and discuss items of mutual interest. The meeting will be held on:

Tuesday, March 31, 2009
Green Bay Job Center
701 Cherry Street
Green Bay, Wisconsin
10:30 a.m.

R. Schmitt stated that she has met with Dr. David Littig of the Bay Area Community Council to discuss the transportation needs of low-income residents.

P. Finder-Stone stated that she is a member of the Bay Area Community Council.

Dr. Littig has been interviewing people and collecting transportation-related data. The results of the survey will appear in a white paper. Surveys have been conducted at Job Service and at ASPIRO, among others. St. Norbert College will be tabulating the results of the survey.

TCC members indicated they would like to extend an invitation to Dr. Littig to share the results of his study. The Brown County Planning Commission staff will invite Dr. Littig to a future meeting.

J. Nelson reported that Red Cross is now using the software program *Route Match* to schedule trips and dispatch vehicles for their transportation program. Early results appear to be very favorable. J. Nelson will provide the committee with detailed data at a future meeting.

C. Hasselbacher indicated Brown County Human Services clients are not receiving notices from Green Bay Metro that their paratransit certification needs to be renewed.

K. Johnson stated that a postcard is mailed to each client approximately six weeks prior to expiration. However, many of the notices are returned to Metro when clients move and their addresses are no longer valid. It is important for the clients to notify Green Bay Metro staff when a change in address occurs.

C. Hasselbacher will let case managers know that the renewal notice is sent in the form of a postcard and that paratransit clients should look for it in the mail.

S. Rosenbaum stated that Medi-Vans staff is not accepting Medical Assistance (MA) trip appointments during the peak hours. S. Rosenbaum stated that the state reimbursement rate is too low and that many providers have dropped and continue to drop out of the program. S. Rosenbaum stated that there was once over 500 certified MA transportation providers in the state, now there is less than 170.

It was determined by the committee that a local MA private provider is no longer offering the service. This has resulted in more MA trip requests for Medi-Vans and potentially more trips for the Paratransit Program.

S. Popp stated that state MA reimbursement rates are very low for the following:

- Personal care workers
- Dental services
- Transportation services

S. Popp indicated that Options for Independent Living staff has shared this information with area legislators.

S. Rosenbaum explained that most MA trip requests come from a client who is in a nursing home. Oftentimes the driver will arrive and the client will not be ready. This adds to the time it takes to make the trip. Many of the MA trips take 60 minutes or more. The reimbursement rate does not cover the cost of providing the trip.

The committee agreed that the problem is getting worse.

S. Rosenbaum stated that Medi-Vans provides a large number of trips to and from dialysis centers on Monday, Wednesday, and Fridays.

K. Johnson stated that Metro is offering special fixed route service three times a week to dialysis patients that use the clinic on Riverside Drive because the #16 – Oneida Gaming-Ashwaubenon route has been rerouted due to the STH 172 repair project. The service is also open to the general public.

K. Johnson stated that if clients can, they should take a fixed route bus to the dialysis appointment, and paratransit, if needed, on the return trip.

C. Runge set the next meeting for:

Monday, June 8, 2009
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
9:45 a.m.

5. Adjourn.

C. Runge closed the meeting at 11:28 a.m.